



Michael R. Pence, Governor  
Mary Beth Bonaventura, Director

**Indiana Department of Child Services**

Room E306 – MS 47  
302 W. Washington Street  
Indianapolis, Indiana 46204-2738

317-234-KIDS  
FAX: 317-234-4497

[www.in.gov/dcs](http://www.in.gov/dcs)

**Child Support Hotline: 800-840-8757**  
**Child Abuse and Neglect Hotline: 800-800-5556**

To: Potential Child Support Systems Design Development Implementation (DDI) Vendors

From: Department of Child Services, Child Support Bureau

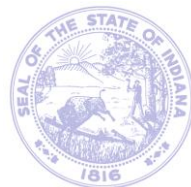
Date: March 10, 2016

RE: INvest Functional Requirements

In 2011, Indiana's Department of Child Services Child Support Bureau (CSB) began gathering business requirements for a new child support statewide automated system to be called INvest. Thousands of detailed functional business requirements have been compiled with the participation and collaboration of our county partners and stakeholders over the last 4 years. These detailed documents are referred to as Business Requirements Specifications (BRS) documents and state what INvest as a system must do.

INvest is meant to improve the "end user" experience, so to ease the requirements gathering process the requirements have been documented using Business Process Modeling (BPM). This means that there is a document with a flowchart on how to do almost every business related task. These documents break down into more specific Services and/or Use Cases (UC). A "service" is a set of system tasks that occur in a process or user interaction. A "Use Case" explains the interaction between a user and the system (INvest). There may be more than one UC associated with each Business Process Model. Therefore, to fully understand all the requirements for the complete system, how they interact with each other, and how they will impact users, a DDI vendor will have to read and understand everything within a large document set. For ease of use, the documents have been broken into module groups according to Child Support functionality and federal certification chapters (Case Initiation, Locate, Establishment, Case Management, Enforcement, and Financials).

CSB would like to present potential DDI vendors an early draft of these requirements so that they can fully understand the scope of the upcoming Request for Services (RFS) for INvest. Instructions on how to read the requirements are included in the introduction folder. These requirements are being posted now to allow all potential DDI vendors an opportunity to become acquainted with the language used and how the documents are constructed prior to Phase 1 of the INvest RFS. Please note that CSB will not be answering questions about these requirements until Phase 1 of the INvest RFS has been issued. Thank you.



*Protecting our children, families and future*